



In connection with my application for employment (including contract for services or volunteer services) or tenancy _____ with _____. These consumer reports (investigative consumer reports in California), may include the following types of information: names and dates of previous employers, salary, work experience, education, accidents, licensure, credit report, (except California) etc. I further understand such reports may contain public record information such as, but not limited to: my driving record, workers' compensation claims, judgements, bankruptcy proceedings, criminal records etc. from federal, state, and other agencies, which maintain such records.

In addition, investigative consumer reports, as defined by the Federal Fair Credit Reporting Act, gathered from personal interviews with former employers and other past or current associates of mine to gather information *my work performance regarding character, general reputation, and personal characteristics*, may be obtained.

I AUTHORIZE, WITHOUT RESERVATION, ANY PARTY OR AGENCY CONTACTED BY THE CONSUMER REPORTING AGENCY TO FURNISH THE ABOVE-MENTIONED INFORMATION.

I have the right to make a request to the consumer reporting agency: **HR TruCheck (HRTC) located at: 3525 Hwy. 138 SW, Stockbridge, Georgia, 30281** or toll free telephone number 866.773.3675, upon proper identification, requesting the nature and substance of all information in its files on me at the time of my request, including the sources of information and HRTC, on our behalf, will provide a complete and accurate disclosure of the nature and scope of the investigation covered by the investigative consumer report(s); the recipients of any reports on me, which HRTC has previously furnished within the two year period for employment requests, and one year for other purposes preceding my request (California, three years). I hereby consent to your obtaining the above information from HRTC. You may view the HRTC privacy policy at their website: (www.HRTruCheck.com).

I hereby authorize procurement of consumer report(s) and investigative consumer report(s). If hired (or contracted), this authorization shall remain on file and shall serve as ongoing authorization for you to procure consumer reports at any time during my employment (or contract) period.

- California, Minnesota, and Oklahoma applicants only: Check box if you request a copy of any consumer report ordered on you. **Request**

Notice to California Applicants:

You have the right under Section 1786.22 of the California Civil Code to contact HRTC during reasonable hours (9:00 a.m. to 4:00 p.m. (ET) Monday through Friday) to obtain all information in your file for your review. You may obtain such information as follows: 1) In person at HRTC's office, which address is listed above. You can have someone accompany you to HRTC's offices. HRTC may require this third party to present reasonable identification. You may be required at the time of such visit to sign an authorization for HRTC to disclose to or discuss your information with this third party; 2) By certified mail, if you have previously provided identification in a written request that your file be sent to you or to a third party identified by you; 3) By telephone, if you have previously provided proper identification in writing to HRTC; HRTC has trained personnel to explain any information in your file to you and if the file contains information that is coded, such will be explained to you.

Notice to New York Applicants:

For consumers applying for work in New York: I acknowledge receiving a copy of Article 23-A of the New York Corrections Law. _____ **(Initial)**
I acknowledge that I have been provided a copy of consumer's rights under the Fair Credit Reporting Act.

Applicant's Printed Name _____ Social Security Number _____ Maiden Name _____
Date of Birth _____ Race _____ Gender _____ Phone Number _____ Email Address _____
Alias Names: _____
Driver's License #: _____ State: _____ Name on License: _____
Mailing Address: _____
City: _____ State: _____ Zip: _____
States and Counties: _____

I, _____, by signing this Consent via Electronic Signature, agree that my electronic signature is the legal equivalent to my manual signature. Whenever I execute this electronic signature, I understand it has the same validity and meaning as my handwritten signature. I will not, at any time in the future, repudiate the meaning of my electronic signature or claim that my electronic signature is not legally binding.

Current Date (Required) _____ Applicant's Signature (Required) _____
Requested By: _____ Email Address: _____
Company Name : _____ Phone /Fax Number: _____
Cost Center / Dept: _____ Position Applied For: _____